

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
February 26, 2019
5:30 p.m.

A regular meeting of the Pheasant Run Road Maintenance Association, Inc., Board of Directors was held at the Administration Building, Leisure Services Conference Room on Tuesday, February 26, 2019.

Members Present: Greg Hohenberger, Canton Township, Joe Maltese, Fairway Pines, Bill Serchak, Canton Township

Members Absent: Kevin Whitaker, Pheasant View, Chad Hetherington, Fairways

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary

I. Call to Order

Mr. Bill Serchak called the meeting to order at 5:35 pm.

- a. Approval of Agenda
Motion to approve agenda as amended adding item d. Website and item e. Current 2019 Roadwork by Maltese, supported by Hohenberger. Motion carried by all members present.
- b. Approval of Minutes
 1. January 8, 2019
Motion by Hohenberger, supported by Maltese to approve the January 8, 2019 PRRMA minutes as presented. Motion carried by all members present.

II. Financial Activity Review

- a. Current Reports
Mr. Kljun stated PRRMA is on target. He presented the Board with the current Balance Sheet. He stated the current checking account balance is \$6,786.40. He stated the current reserve account is \$531,640.59.
- b. Cash Flow Analysis
Mr. Maltese inquired about the interest we are getting on the money market account. Mr. Kljun stated he believes the interest amount is .6 or .7%. Mr. Maltese stated he uses an on line banking company and gets close to 2% interest. He stated it might not offer the convenience that Huntington offers. Mr. Kljun stated with the current money market PRRMA has access in and out at anytime. He stated with other high interest accounts there are time limits. He stated he will look into to see if he can improve the interest rate. Mr. Maltese stated he uses Capital One 360, on line banking.

III. Other Business

a. Yearly Standardized Schedule for PRRMA Activities

Seasonal

January	January and February bidding for projects
April	Street sweeping (Township)
May	Roundup, road cracks (Oakley)
June	Sidewalks as needed
September	Roundup, road cracks (Oakley)
September	Crack Sealing
September	Street sweeping (early before leaves fall) Township
Late Fall	Trees review, trimming (late fall), removal as needed
Winter	Cold patching

Ongoing

Sign Maintenance
Lighting Maintenance

Mr. Serchak stated he is trying to get cold patch. He stated he will try and get Everlast Contractor to do PRRMA's cold patch. He stated he will send a message to all Board members if he can get them out.

Mr. Hohenberger stated we can keep this list on the back of the agenda and add to it as needed or when items surface. He also stated this will keep us on task as to when items are due. Mr. Kljun stated he will contact contractor for dates to apply Roundup.

- b. Concrete Work on Links Road Entrance, Spring 2019 Rontondo Construction. Mr. Serchak stated he placed this item on the agenda as a reminder that this will be scheduled for Spring. He stated the quote has been received and he will inquire if they are holding their price from last year. He stated he will authorize the contractor to complete the project. He stated this will be for the inbound entrance only. He stated once he receives the confirmation from Rontondo he will contact the Board members.

- c. Next Meeting Date
Tuesday, March 26, 2019 at 5:30 pm.

Mr. Kljun stated all of PRRMA's insurances are currently paid, with the exception of the umbrella which is paid monthly.

Mr. Kljun stated next week the sign blade will be received for Crowndale/Southwick. He stated it will be installed quickly. He stated it should be delivered to Canton.

Mr. Kljun stated he spoke to the homeowner at 45443 Muirfield Drive regarding trees that were cut down by Wayne County more than a year ago. He inquired if

anything is happening. Mr. Maltese stated he does not think that PRRMA has been given the task of assisting the homeowner. He stated that the Fairway Pines Board has sent letters, spoke to homeowner and has gotten nowhere with Wayne County. Fairway Pines Board has offered to assist the homeowner. He stated the homeowners were home at the time Wayne County cut down the trees and should take some responsibility. He stated the Township Ordinance Officer has issued a citation to the homeowner. Mr. Kljun inquired if Canton can do anything to assist the homeowner. Mr. Serchak stated if there is a work order send it to him, he may be able to get a response with the work order.

Mr. Maltese inquired what do PRRMA's insurance policies cover. Mr. Kljun stated these policies cover basic insurance to cover the Board for One Million dollars. He stated there is another rider in addition for four Million, for a total of five million. He stated this is a requirement for the covenants and restrictions for the Board. He stated the umbrella insurance for \$172 per month gives the Board another level of protection. Mr. Kljun stated he will get copies made to distribute to the Board.

Mr. Kljun stated the intersection of Glengarry and Canton Center Road is landscaped up to the sidewalk. He stated on the east side of the sidewalk boxwoods are planted. He stated the boxwoods are damaged every year by vehicles. He stated this is a never ending, costly problem and his recommendation is to remove these plantings. All Board members in attendance were in agreement to remove these plantings. Mr. Maltese suggested to reuse these plantings elsewhere.

Mr. Maltese stated he is still getting complaints regarding parking on the street. Mr. Serchak stated since this is a private road the only forcibility is for "No Parking, Fire Lane" signs ,which would be all the time. Mr. Maltese stated Glengarry seems to be the biggest concern. Mr. Kljun stated Murifield Drive has this same problem. Mr. Serchak stated the signs would need to be consistent throughout the entire subdivisions.

Mr. Kljun stated in Fairway Pines, 335 Marion during the sidewalk installation in 2017 the driveway was cracked. Mr. Serchak stated we need to look at the aerial photos.

Mr. Kljun stated Davey Tree is removing trees on golf course property by Hole #5 and inquired if they will continue to remove trees. He stated those trees prevent golf balls from hitting the home behind the trees. Mr. Hohenberger stated he is sure the trees were dead and needed to be removed.

d. Website

Mr. Hohenberger stated June Waldbauer sent a message to the Board indicating she wanted to move the account from GoDaddy to Wix "Combo". She stated she would like the billing for both to be moved from InfoPro to PRRMA. She stated

she did not realize until recently that the PRRMA Deluxe Hosing (\$167.88/year) and the domain (\$20.17/year) has been auto-renewing without reimbursement to InfoPro for the past several years. Mr. Hohenberger stated Mrs. Waldbauer will still maintain the website. Mr. Kljun stated he will inquire with Mrs. Waldbauer what the current pricing is and we will accept her recommendation. Mr. Maltese stated he would like Mrs. Waldbauer to invoice PRRMA on the previous yearly renewals so that we can reimburse her. Mr. Maltese stated he would like to take a look at all the websites and possibly get recommendations for enhancements from Mrs. Waldbauer.

e. Current 2019 Roadwork

Mr. Serchak stated PRRMA did request Spalding DeDecker to move forward in January with bid quantities. He stated if PRRMA needs to move repairs around that will not be an issue.

Mr. Maltese stated that Cypress Court is scheduled for a mill and resurface according to the schedule. He stated he drove Cypress Court and it is not that bad and has 30 homeowners that live on it at the most. He stated Marion Drive is in bad shape and is used by hundreds of drivers every day. Mr. Kljun stated he supports what Mr. Maltese is saying. He stated Marion Drive is an access to Cherry Hill and is very bumpy. He stated according to the PASER Marion Drive is not in bad shape. Mr. Maltese stated the bumps are now turning into potholes, the largest being 4 feet. He stated he feels this is a higher priority than Cypress Court. Mr. Serchak stated he will check it out and discuss with Spalding DeDecker. He stated he does not have a problem with switching these out or possibly doing both. He stated hopefully we will have the cost back from the bidders before the meeting in March. He stated he ask Spalding DeDecker to get bids from Nagle, T&M and Al's. He stated he ask them to add in 1,500 square feet of sidewalk replacement to the bid. He stated he has had some notifications and this will allow for approximately 60 flags of sidewalks replaced. He requested the Board to do individual assessments of their subdivision and get those request back to him. Mr. Serchak stated we can always increase the number if needed using the Canton criteria. Mr. Maltese stated we may want to use PRRMA criteria and only replace the worst ones. Mr. Serchak stated we can always increase the budget for sidewalks. Mr. Kljun stated the cost per square foot is \$12.50.

IV. Adjournment

Motion by Hohenberger, supported by Maltese to adjourn at 6:28 pm. Motion carried by all members present.